

A G E N D A B I L L

Beaverton City Council
Beaverton, Oregon

SUBJECT: Americans with Disabilities
 Act (ADA) Transition Plan

BILL NO. 92- 261

FOR AGENDA OF: September 28, 1992

APPROVED FOR AGENDA BY: *SKM*

DEPT. OF ORIGIN: Personnel *SKM*

DATE SUBMITTED:

PROCEEDING: Action

CLEARANCES: Personnel
 City Attorney *US*

EXHIBITS: Staff Report

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$0	BUDGETED: \$0	REQUIRED: \$0

ACKGROUND: City staff has prepared a transition plan to phase in the changes necessary to ensure full compliance with the ADA by the deadline of January 26, 1995. The attached staff report identifies the process we have followed to develop the transition plans for facilities and programs.

RECOMMENDED ACTION: Council adopt the Transition Plans for public programs and facilities.

MEMORANDUM



_____ IMMEDIATE Response Needed

_____ Sign and Return

_____ For Your Information

TO: CITY COUNCIL

Sandra Miller

Respond by _____

THROUGH: SANDRA MILLER, PERSONNEL DIRECTOR

FROM: LAURA COX, PERSONNEL ANALYST

Laura Cox

DATE: SEPTEMBER 28, 1992

SUBJ: ADA TRANSITION PLAN

The Americans With Disabilities Act (ADA) has been phasing in for public employers since January 26 of this year. One of the final requirements the City must comply with is to develop and adopt a Transition Plan for public programs and facilities accessibility.

The Transition Plan is at a minimum to: 1) identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities; 2) describe in detail the methods that will be used to make the facilities accessible; 3) specify the schedule for taking the steps necessary to achieve compliance; and, 4) identify the official responsible for implementation of the plan. Finally the Act states that a public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. The final transition plan, as adopted by Council, will be kept on file and made available for public inspection for three years.

Our first step in complying with these requirements was to form a facilities audit group to evaluate City facilities. In February of this year this group, made up of City employees and representatives from outside agencies who have disabilities, participated in a facility walk-through. Participants included:

Kathe Coleman, Oregon Department of Human Resources, Senior and Disabled Services

Laura Cox, Personnel Analyst

Gaye Fortier, Personnel Assistant

Claude Garvin, Oregon Commission for the Blind

Steve Krieg, Plans Examiner

Ray Miljevich, Oregon Commission for the Blind

Paul Shumate, Facilities Foreman

Sara Stevenson, Program Manager - Risk Management

Anna Vajda, Head Reference Librarian

From this walk-through a Facilities Transition Plan was developed.

An internal committee was also formed, made up of representatives from each department, to evaluate the City's programs. Each representative was the department's staff liaison charged with keeping the department informed of ADA activities and disseminating information to employees who hold program responsibilities. Program Evaluation Questionnaires were completed and submitted from which the Program Transition Plan was developed. Bill Scheiderich, Assistant City Attorney, was involved on this committee to answer any questions with legal implications as well as to provide any legal support in developing this plan.

In efforts to involve agencies representing individuals with disabilities in developing the City's Transition Plans draft copies were forwarded to the following organizations for input and comment:

Kathe Coleman, Chair, City of Beaverton Disabled Citizen Advisory
Committee
Betty Carson, Vision Resources for Independent Living
Marjorie McGee-Mori, Northern Region Coordinator, Deaf and Hearing
Impaired Access Program
Patty McKelvey, Executive Director, Access Oregon

The Act allows for removal of identified deficiencies from the Transition Plan if such compliance is determined to result in an undue hardship or burden on the agency. The decision that compliance would result in such undue burden must be made however, by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity and must be accompanied by a written statement of the reasons for reaching that conclusion. This plan has been reviewed by the Mayor and Department Heads and their comments have been incorporated into the final plan before you.

Some city facility changes have been determined to be too costly to initiate and are therefore being recommended to be closed from public use. If a facility or room is determined to be used by the public at a later date then we can identify the necessary structural changes required and incorporate them into the Transition Plan at that time.

Public agencies have until January 26, 1995 to complete any identified deficiencies; the estimated costs to implement the City's plan over the next two and one half years is approximately \$68,000.

Bill Scheiderich has indicated the final step in implementing this Transition Plan is to have Council review and take formal action on the attached plans.

CHRONOLOGICAL LISTING OF FACILITIES TRANSITION PLAN
SUMMARY OF MODIFICATIONS
JULY 26, 1992

DATE	LOCATION	DESCRIPTION OF MODIFICATION
April 1992	City Hall	Install volume control device on public pay phones. COMPLETED
	City Hall	Lower public pay phone so operable parts are not more than 54 inches high. COMPLETED
August 1992	City Hall	Adjust East and West entry doors to 5 lbf. COMPLETED
	Community Center	Reduce door weight to 5 lbf on bathroom and large room doors. COMPLETED
	Community Center	Move waste receptacle in restrooms over near sink. COMPLETED
September 1992	City Hall	Add lower bar to Council Chamber coat rack.
	City Hall	Install 34 inch partition wall against Council Chamber ramp. COMPLETED
	City Hall	* Both phones lowered, bring one phone back up to standard height; fix wing wall and holes in wall.
	Public Works	Adjust interior door weights to 5 lbf. COMPLETED
	Public Works	Install lower bar attachment to public coat rack.
	Public Works	Lower coat hook in disabled restroom stall to 48 inches.
	Library	Add lower coat rack attachment to coat bar in employee lunch room.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
October 1992	City Hall	Remove ashtrays in all bathrooms to eliminate protrusion.
	City Hall	Post signage above public pay phones indicating TDD available from Personnel Department.
	City Hall West Parking Lot	Paint crosswalk from disabled parking spaces to curb cut at sidewalk.
	Public Works	Repaint designated parking stalls so 96 inches wide with 60 inch access aisle. Post with new DMV disabled signs.
	Station 266	Create one accessible parking stall 96 inches wide with a 60 inch access aisle. Post with disabled DMV sign.
	Station 266	Install curb cut at point of disabled parking stall.
	Station 267	Paint two accessible parking stalls 96 inches wide with 96 inch wide access aisle. Post with disabled and van accessible parking signs.
	Library	Re-paint disabled parking stalls so 96 inches wide with 96 inch adjacent access aisle. Post with DMV disabled parking signs noting correct ORS cite and sign stating "Van Accessible."
	Library	Lower or add mirror so 40 inches from floor; relocate or add paper towel dispenser and toilet seat cover dispenser to height of 48 inches for forward reach or 54 inches for side reach.
	Library	Post signs over public pay phones that TDD is available at reception desk.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
October 1992, cont.	Community Center	Install new disabled DMV signs identifying correct ORS citation.
November 1992	Station 267	Adjust pull weight on front door to 5 lbf.
	Station 266	Adjust pull weight on front door to 5 lbf.
	Station 266	Change front door hardware from knob to lever.
	3rd Floor Lunch Room	Add paper towel dispenser to side wall at 48 inch height. Change faucet handles to levers.
	Community Center	Install textured rubber strip across front of stage area in a contrasting color from regular floor.
	Community Center	Add bathroom mirror so bottom edge is not higher than 40 inches.
	Public Works	Add or lower soap, paper towel, toilet seat cover holder and feminine hygiene dispensers to 48 inches forward reach or 54 inches side reach.
	Library	Add additional paper towel dispenser in employee lunch room on side wall 48 inches for forward reach or 54 inches side reach.
	Library	Raise one table, using table leg lifters, in each work or computer area so the clear knee space will be at least 30 inches high. Adjust work areas so they provide at least a 30 inch wide and 19 inch deep work space. (Note: wood blocks will be used to raise tables to expedite this work.)

DATE	LOCATION	DESCRIPTION OF MODIFICATION
November 1992, cont.	Library	Change door knobs to levers in meeting rooms.
	Library	Wrap under counter hot water pipes in all restrooms.
December 1992	Library	Lower existing inside book drop to 48 inches.
January 1993	Court	Install ramps and rails to access jury and witness box.
	City Hall, Library, Community Center, and Public Works restrooms	Install lever handles on accessible restroom stalls rather than knobs.
February 1993	All Facilities	Install appropriate signage through all City facilities including universal symbol, signs with braille, etc.
	All Facilities	Install sign in front of meeting rooms stating Assistive Listening Device Available Upon Request.
	City Hall Stairwells	Install door levers that have braille or rough indicator indicating door leads to stairs.
	Library	Install grab bar in at least one employee bathroom.
	City Attorney	Move portable wall to provide for a 32 inch clear width passage between reception counter and wall.
	Station 267	Post large print/braille signage over emergency phone and door bell.
	Station 266	Post large print/braille signage over emergency phone and door bell.
	Public Works	Post accessible entrance signage at entrance. Lower restroom signs to appropriate height. Post with universal symbol.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
March 1993	Library	Add or lower public restroom mirrors so bottom edge is no higher than 40 inches.
	Public Works	Add or lower restroom mirrors so bottom edge is no higher than 40 inches.
May 1993	Station 266	Lower emergency phone box and doorbell to 54 inches.
August 1993	Mayor's Office	Raise existing table, or purchase new table, that businesses use to provide clear space of 30 inches.
	Finance	Provide 30 inch wide by 20 inch deep table with at least 30 inch clear space underneath for work space in Finance reception area.
November 1993	Employee Lunch Room 1st Floor	Install lever handles and reposition sink so handles are reachable. Lower counter for wheelchair accessibility to maximum height of 34 inches.
March 1994	Library	Reshelve magazines so they are at least 54 inches or lower
July 1994	Court	Install assistive listening device system and post with necessary signage.
	Community Center	Install assistive listening device system and post with necessary signage. (Note: investigating portable listening devices.)
	Library	Change door knobs to levers in employee bathroom and lunch-room.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
July 1994, cont.	Library	Install assistive listening system in meeting room and post with appropriate signage.
August 1994	Library	Raise counter in public bathrooms to at least 30 inch clearance from floor to bottom edge of counter.
	Library	Adjust automatic faucets in public restrooms so they remain on for 10 seconds.
September 1994	1st Floor Reception	Lower portion of counter to 34 inches high, 30 inches wide for accessibility.
	Mayor's Office	Lower portion of counter to 34" high, 30" wide for accessibility.
	City Attorney's	Lower portion of counter to 34" high, 30" wide for accessibility.
	Community Center	Remove partition wall between office and Vose Room to allow appropriate door clear width.
October 1994	All City Hall	Install visual warning system; wire exit signs to flash in conjunction with audio warning.
	City Hall, West Entr.	Raise counter to 30 inches measured from floor to bottom of counter.
	Records	Install support legs that run from floor to bottom of counter. Anything protruding more than 4 inches requires this. Or, cut counter.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
November 1994	Community Development	Lower portion of reception counter to maximum height of 34 inches above the floor.
	Police Administration	Lower portion of reception counter to maximum height of 34 inches above the floor.
December 1994	Library	Raise one toilet so that seat meets minimum height requirement of 17-19 inches to top of seat.
	Library	Raise counter in employee bathroom to height of 30 - 34 inches.
	Station 267	Lower emergency phone box and doorbell to accessible height of 54 inches.
	Public Works	Lower portion of reception counter at a maximum height of 34 inches above the floor -- must be minimum 30 inches wide.
	Public Works	Adjust restroom counter height to 30 inches. Wrap hot water pipes.
	Public Works	Install new hardware on front entry doors to allow a 32 inch clear space while entering.
January 1995	Public Works	Install new hardware on Hoffman room doors to allow a 32 inch clear space while entering.
	City Hall, 1st and 2nd Floor	Install automatic assistive doors on bathrooms next to Council Chambers and on 2nd Floor near Finance and Police Administration. Also install on courtroom doors.
	Community Center	Install visual warning system and wire exit signs to flash in conjunction with audio warning.

DATE	LOCATION	DESCRIPTION OF MODIFICATION
January 1995, cont.	Library	Install visual warning system and wire exit signs to flash in conjunction with audio warning.
	Library	Lower employee lunch room counter to 34 inches. Add lever handles to sink faucets.
	Station 266	Lower all or portion of front reception counter to a maximum height of 34 inches above floor. If portion lowered, then portion must be at least 30 inches wide.
	Station 266	Remodel single bathroom to allow for clear floor space, grab bars, proper counter and mirror height, and install lever faucet handles.
	Station 266	Post universal symbol at front entrance and on bathroom door.
	Station 266	Install visual warning system and wire exit signs to flash in conjunction with audio warning.

CITY OF BEAVERTON
PROGRAMS TRANSITION PLAN
JULY 1992

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
=====				
Beaverton City Library 12500 SW Allen Boulevard Beaverton, OR 97005	Anna Vajda Head Reference Librarian	Program brochures do not indicate availability of information in alternative formats.	As brochures are reprinted language will be included on back indicating what formats are available.	On-going
Neighborhood Mediation Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Barbara Hallmark Neighborhood Mediation Coordinator	Training: Need to train all volunteer staff on TDD use and location.	Train staff during volunteer orientation.	On going
Neighborhood Association Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Deborah Middleton Neighborhood Coordinator	Training: Need to train all volunteer staff on TDD use and location. Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	Train staff during volunteer orientation. As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
=====				
Public Works 9600 SW Allen Blvd. Beaverton, OR 97005	Storm: Keith Stone	Meetings: Publication of	As fliers are reprinted include	On going
	Waste Water: Ron Koppel	available assistive listening	language identified in 05/05/92	
	Street: Pete Davis	devices, interpreters, etc.,	ADA Committee minutes.	
	Water: Don Norris	currently not included in	Announcements will include such	
		fliers or meeting announcements.	language too.	
	Landscape: Scott Plamondon	"Street of Trees" program	Construct paths in Griffith	01/26/95
		is not accessible due to	Park so people in wheelchairs	
		slope of hill -- trees	can view "Street of Trees" or	
		are planted on slope and	replant trees in level area.	
		individuals in wheelchairs		
		are unable to view trees.		
Economic Development Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Ann Mulrone y Economic Development Coordinator	Meetings: Publication of	As fliers are reprinted include	On going
		available assistive listening	language identified in 05/05/92	
		devices, interpreters, etc.,	ADA Committee minutes.	
		currently not included in	Announcements will include such	
		fliers or meeting announcements.	language too.	
		When using contractors for service	Include in contracting process	On going
		does not monitor contractor	questions relative to ADA	
		in meeting ADA compliance factors.	compliance.	
		Does not know how to use TDD.	Schedule training for	06/18/92
			self and volunteer staff.	
Arts Commission Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Jayne Scott	Meetings: Publication of	As fliers are reprinted include	On going
	Executive Director	available assistive listening	language identified in 05/05/92	
		devices, interpreters, etc.,	ADA Committee minutes.	
		currently not included in	Announcements will include such	
		fliers or meeting announcements.	language too.	

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
Community Development Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Jim Hendryx Principal Planner	Staff members should be aware of obligations and policies that enable individuals with disabilities to participate in program activities.	Review policies and obligations to staff relative to this issue.	01/30/93
		Has not identified location of TDD equipment to use or phone number to publish.	Locate convenient TDD system and begin publishing phone number as well as coordinate training for staff members.	01/30/93
		Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
		Is not aware of policy on where to refer individuals who want to file a complaint.	Become aware of policy and communicate information to staff.	08/30/92
Bike Task Force Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Rick Root Senior Planner	Has not identified location of TDD equipment to use or phone number to publish.	Locate convenient TDD system and begin publishing phone number as well as coordinate training for staff members.	01/30/93
		Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
		Is not aware of policy on where to refer individuals who want to file a complaint.	Become aware of policy and communicate information to staff.	08/30/92

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
Traffic Control Board Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Bud Roberts Traffic Engineer	Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
Construction Board of Appeals Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Gary Lampella Senior Field Inspector	Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
Code Enforcement Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Bruce Cleeton Code Enforcement Officer	Not trained on use of TDD.	Coordinate training for staff members.	07/30/92
			As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
Community Education Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Gary Dodson School Liaison Officer	Not trained on use of TDD.	Coordinate training for staff members.	07/30/92
	Mark Hyde Community Education Officer	Audio-visual: videos not close captioned.	Establish source for captioning existing videos and determine feasibility of "captioning over."	07/30/92
			Purchase new videos with captioning.	On going

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
Emergency Management Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Sherry Grandy Program Manager	No TDD available in office to communicate with hearing impaired citizens	Fire Administration Office has ordered a TDD for office	July 1992
		Public Education documents provided by Federal Governman (FEMA) do no indicate accessible format	Order accessible format fliers when available from Federal Government	On-going
		Video tapes shown for in-house training purposes are not close- captioned	When Federal Government makes available in close-captioned format, will order new copies.	July 1994
Budget Meetings and Hearings Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Elma Magkamit Accounting Supervisor	Meetings: Publication of available assistive listening devices, interpreters, etc., currently not included in fliers or meeting announcements.	As fliers are reprinted include language identified in 05/05/92 ADA Committee minutes. Announcements will include such language too.	On going
City Programs Beaverton City Hall 4755 SW Griffith Drive Beaverton, OR 97005	Beth Erlendson Senior Staff Assistant	Your City Newsletter: Advisement of alternative formats not published.	In future additions of Newsletter include standard paragraph that Newsletter is available in alternative formats upon request.	October 1992 and ongoing
		Good Neighbor Days: Advisement that event is accessible has not been advertised	Include information in publicity posters and announcements that event is accessible. List voice/TDD designation on any listing of City phone numbers.	Begin with 1993 Good Neighbor Days
		Pause for the Pledge: Publicity posters don't identify that sign language interpreters are available upon request.	Include standard paragraph on all future information distributed to the public that sign language interpreters will be provided upon request.	Begin with 1993 Program

ADA TRANSITION PLAN OUTLINE
JULY 26, 1992

NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
City Hall, 1st Floor 4755 SW Griffith Drive Beaverton, OR 97005	Public phone not equipped with volume control device.	UFAS 4.31.5	Install volume control device.	April 1992	COMPLETE
	Public phones protrude more than 4 inches and do not have necessary wing walls.	UFAS 4.4	Lower one phone so operable parts are no more than 54" high; install wing wall down to floor on other phone.	April 1992	COMPLETE
	East and West entry doors measured at 12 lbf.	UFAS 4.13.11	Adjust pull weight to 5 lbf.	August 1992	COMPLETE
	Council Chamber ramp has no railing.	UFAS 4.8.5	Install partition wall that is 34 inches high.	September 1992	COMPLETE
	Council Chamber coat rack too high.	UFAS 4.19.2	Add attachment with lower bar to 54 inches.	September 1992	\$ 25 (In-house)
	Ashtray in bathrooms protrude in entry way of bathroom.		Remove ashtrays in all bathrooms to eliminate protrusion.	October 1992	No Cost (In-house)
	No signage posted as public pay phone indicating portable TDD available for use.	UFAS A4.31.5	Post signage above pay phone indicating TDD available from Personnel Department.	October 1992	Signage Project
	No cross walk between West parking lot disabled parking stalls and ramp to sidewalk.		Paint cross walk from disabled parking stalls in West Parking lot to curb cut at sidewalk. Install new disabled DMV signs citing correct ORS.	October 1992	\$ 250
	Jury and witness box in Court have no accessible ramps or rails.	UFAS 4.8.5	Install ramps and rails to access jury and witness box.	January 1993	\$ 490
	No universal accessibility signs posted.	UFAS 4.30	Post symbol at accessible entrances, bathrooms, and non- accessible entrances directing to accessible entrance.	February 1993	Signage Project *
	No assistive listening device signage posted in court or council chambers.	UFAS 4.33.7	Post signs "Assistive Listening Device Available Upon Request."	February 1993	Signage Project
	Door knobs on stairwell do not indicate it is a stairway - visually impaired person would not be alerted to this.	UFAS 4.13	Install door levers that have braille or rough indicator which indicates door leads to stairs.	February 1993	\$2000 (All stairwell knobs)

NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE	
Faucet handles in employee lunch room are knobs.	UFAS 4.13.5	Install lever handles and reposition sink so handles are reachable. Lower counter for wheelchair accessibility to maximum height of 34 inches.	November 1993	\$ 850	
No assistive listening device in courtroom.	UFAS 4.33.7	Install assistive listening system and post with appropriate signage.	July 1994	\$2000	
Counter height at reception desk not accessible to person in wheelchair (entry reception, court, records).	UFAS 4.34.6.4	Lower portion of 1st floor reception counter to 34 inches high; 30 inches wide for accessibility.	September 1994	Reception	\$2300
				Records:	\$6500 **
				Court:	\$1800 **
Building has no visual warning system; exit signs to not flash in conjunction with audio warning.	UFAS 4.28	Install visual warning system; wire exit signs to flash in conjunction with audio warning.	October 1994	\$6000	(Total cost for all City Ha
Counter at West entrance at height of 26 inches.	UFAS 4.32.3	Raise counter to 30 inches measured from floor to bottom of counter.	October 1994	\$ 350	
Counter at Records window protrudes more than 4 inches.	UFAS 4.4	Install support legs that run from floor to bottom of counter; or, cut off counter.	October 1994	\$ 150	
First floor restrooms, by court and by council chambers, do not provide the necessary 18" latch space from wall to door lever.	UFAS 4.13.6	Install automatic assistive doors on bathrooms nearest council chambers.	January 1995	\$3200	
Court room doors are tall and heavy.		Install automatic assistive doors on bathrooms nearest council chambers.	January 1995	\$3200	
Lunch room vending machines have operable parts above 54"	UFAS 4.27	Contact vendor and have machines replaced.	Checking In To		

* Signage for ALL city facilities will be completed at a cost of \$3,000 during February 1993

** For Safety Purposes it is recommended the reception counters at Court and Records not be lowered.

ADA TRANSITION PLAN OUTLINE
JULY 26, 1992

NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
City Hall, 2nd Floor 4755 SW Griffith Drive Beaverton, OR 97005	Ashtray in bathroom protrudes in entry way of bathroom.		Remove ashtray.	October 1992	No Cost (In-house)
	Accessible bathroom stall has knob -- no lever.	UFAS 4.13	Install small lever handle to toilet stall door.	January 1993	\$ 10 (In-house)
	No universal accessibility signs posted.	UFAS 4.30	Post universal symbol at accessible entrances and bathrooms; post signage at non-accessible entrances directing to accessible entrance.	February 1993	Signage Project
	No work surface available in Finance or Community Development for completing necessary forms.	UFAS 4.34.6.4	Provide 30" wide by 20" deep table with at least 27" - 30" clear under space. of table.	August 1993	\$1200
	Door knobs on stairwell do not indicate it is a stairway - visually impaired person would not be alerted to this.	UFAS 4.13	Install levers that have braille stair indicator on grasp portion.	August 1994	Stairwell Project *
	Building has no visual warning system; exit signs to not flash in conjunction with audio warning.	UFAS 4.28	Install visual warning system; wire exit signs to flash in conjunction with audio warning.	October 1994	Alarm Project **
	Reception desks in Community Development and Police Admin. are too high.	UFAS 4.34.6.4	Lower portion of counter to maximum height of 34 inches above the floor.	November 1994	\$1200
	Second floor restrooms do not provide the necessary 18" latch space from wall to door lever.	UFAS 4.13.6	Install automatic assistive doors on bathrooms nearest Finance Department.	January 1995	\$3200

* All stairwell doors on 2nd and 3rd floor of City Hall will be completed as one project noted on page 2 of City Hall, 1st Floor.

** Alarm Project is referred to on page 2 of City Hall, 1st Floor plan.

ADA TRANSITION PLAN OUTLINE
JULY 26, 1992

NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
City Hall, 3rd Floor 4755 SW Griffith Drive Beaverton, OR 97005	Ashtray in bathroom protrudes in entry way of bathroom.		Remove ashtray.	October 1992	No Cost (In-house)
	Paper towel dispenser in employee lunch room too high.	UFAS 4.19.2	Add paper towel dispenser to side wall at height of 48 inches.	November 1992	No Cost (In-house)
	Faucet handles in lunch room are knobs.	UFAS 4.19.5	Change knobs to levers.	November 1992	No Cost (In-house)
	Accessible bathroom stall has knob -- no lever.	UFAS 4.13	Install small lever handle to toilet stall door.	October 1993	\$ 10 (In-house)
	No universal accessibility signs posted.	UFAS 4.30	Post symbol at accessible entrances and bathrooms; post signage at non-accessible entrances directing to accessible entrances.	February 1993	Signage Project
	Aisle in City Attorney Office is too narrow -- 26 inches.	UFAS 4.13.5	Move portable wall to provide for 32 inch clear width passage between reception counter and wall.	February 1993	No cost (In-house)
	Computer table used for business computer in Mayor's Office is too low at 24 inch clear space.	UFAS 4.32.3	Raise table, or purchase new one, so there is a clear floor space of 30 inches from floor to bottom of table.	August 1993	\$ 250
	Door knobs on stairwell do not indicate it is a stairway - visually impaired person would not be alerted to this.	UFAS 4.13	Install levers that have braille stair indicator on grasp portion.	August 1994	Stairwell Project
	Reception Desks in Mayor's Office and City Attorney's Office are too high.	UFAS 4.34.6.4	Lower portion of counter to 34 inches above the floor, measured from floor to top of counter. Lowered portion must be at least 30 inches wide.	September 1994	\$ 600
	Building has no visual warning system; exit signs to not flash in conjunction with audio warning.	UFAS 4.28	Install visual warning system; wire exit signs to flash in conjunction with audio warning.	October 1994	Alarm Project
	Third floor restrooms do not provide the necessary 18" latch space from wall to door lever.	UFAS 4.13.6	Establish first and second floor bathrooms as accessible.		

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NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Community Center 12350 SW 5th Street Beaverton, OR 97005	Public pay phone not equipped with volume control device.	UFAS 4.31.5	Have new handsets installed with volume control devices.	GTE to install April 1992	COMPLETE
	Bathroom and large room door weight at 10 lbf.	UFAS 4.13.11	Reduce door opening weight to 5 lbf.	August 1992	COMPLETE
	Waste recepticle in bathroom in line of entry.		Move waste recepticle near sinks.	August 1992	COMPLETE
	DMV Disabled Parking signs cite incorrect ORS.	UFAS 4.6.4	Install new DMV signs identifying correct ORS citations: ORS 811.620 and ORS 811.625	October 1992	\$ 50 (In-house)
	Stage area in large meeting room has no texture at edge of stage for visually impaired people to identify drop off.	UFAS 4.33	Install textured rubber strip across front of stage area in contrasting color from regular floor.	November 1992	\$ 150
	Mirror in both bathrooms mounted at 41 inches.	UFAS 4.19.6	Add mirrors in both bathrooms so bottom edge is no higher than 40 inches from floor.	November 1992	\$ 200
	Fire extinguisher sign not accessible to visually impaired.	UFAS 4.30.6	Suggested large print sign with braille overlay.	February 1993	Signage Project
	No TDD available.	UFAS 4.31.5 & UFAS A.4.31.5	No staff on site to answer TDD phone calls.		
	No assistive listening devices available in meeting rooms.	UFAS 4.33.7	Install assistive listening system and post with necessary signage (NOTE: investigating portable listening devices).	July 1994	\$2000
	Door clear width for Vose Room, Office and Conference Room are 29 inches clear width.	UFAS 4.13.5	Remove partition wall between office and Vose Room (enlarge Vose Room) and widen door span to allow appropriate 32 inch clear door width.	September 1994	\$2500
	Building has no visual warning system; exit signs do not flash in conjunction with audio warning.	UFAS 4.28.3	Install visual warning system and wire exit signs to flash in conjunction with audio warning.	January 1995	\$1500

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NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
City of Beaverton Library 12500 SW Allen Boulevard Beaverton, OR 97005	Public pay phone not equipped with volume control device.	UFAS 4.31.5	Have new handsets installed with volume control devices.	GTE to install April 1992	COMPLETE
	Coat rack in employee lunch room is too high.	UFAS 4.19.2	Add attachment with lower bar at 54 inches.	September 1992	\$ 25 (In-house)
	Parking stalls and access aisles are incorrect widths. No stall designated for vans.	UFAS 4.6.3	Re paint stalls to 96" wide with 96" adjacent access aisle. Designate stalls as "Van Accessible."	October 1992	\$ 500 (In-house)
	DMV Disabled Parking signs cite incorrect ORS.	UFAS 4.6.4	Install new DMV signs identifying correct ORS citations: ORS 811.620 and ORS 811.625.	October 1992	" " "
	Paper towel dispenser and mirror in employee bathrooms are too high.	UFAS 4.19.6 UFAS 4.27	Lower or add mirror so 40 inches from floor; relocate or add paper towel dispenser and toilet seat cover dispenser to height of 48 inches for forward reach or 54 inches for side reach.	October 1992	\$ 75 (In-house)
	No public TDD signage posted.	UFAS A4.31.5	Post necessary signs at pay phones directing to available TDD at reception desk.	October 1992	Signage Project
	Paper towel dispenser too high in employee lunch room.	UFAS 4.19.2	Add additional dispenser on side wall at height of 48 inches for forward reach or 54 inches for side reach.	November 1992	\$ 50 (In-house)
	Each work/computer area does not provide a floor to work surface clear space of at least 27 inches.	UFAS 4.32.3	Raise one table, using table leg lifters, in each work or computer area so the clear knee space will be at least 30 inches high. Adjust work areas so they provide at least 30 inch wide by 19 inch deep work space.	November 1992	\$ 50 (In-house)
	Hard to grasp door knobs on meeting room.	UFAS 4.13.9	Change door knobs to levers.	November 1992	\$ 200
	Hotwater pipes in bathrooms are not wrapped.	UFAS 4.19.4	Wrap hot water pipes.	November 1992	\$ 200
	Book Drop: both indoor and outdoor bookdrops are too high.	UFAS 4.2.5	Inside Drop: Lower to 48 inches Outside Drop: Being moved to rear of building during remodel.	December 1992	\$ 250

NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Employee bathrooms do not have grab bars	UFAS 4.16.4	Install grab bar in at least one employee bathroom.	February 1993	\$ 225 (In-house)
No accessible entrance signage posted at entrances.	UFAS 4.30.2	Post necessary universal symbol at front doors and bathrooms.	February 1993	Signage Project
Bathroom mirrors in public bathrooms are too high.	UFAS 4.19.6	Add mirror, or lower existing mirror so bottom edge is no higher than 40 inches.	March 1993	\$ 300
Magazines are displayed on some shelves higher than 54 inches.	UFAS 8.4	Reshelve magazines so no higher than 54 inches (e.g. don't use top shelves).	March 1994	No Cost (In-house)
Hard to grasp door knobs on employee bathrooms and lunch-room doors.	UFAS 4.13.9	Change door knobs to levers.	July 1994	\$ 400
No assistive listening devices available in meeting room.	UFAS 4.33.7	Install assistive listening system in meeting room and post with appropriate signage.	July 1994	\$2000
Counters in public bathrooms are too low.	UFAS 4.19.2	Raise counters in public bathrooms to at least 30 inch clearance from floor to bottom edge of counter.	August 1994	\$1200
Levered faucets in public bathrooms do not stay on for 10 seconds.	UFAS 4.19.5	Adjust automatic faucets in public bathrooms so they remain on for 10 seconds.	August 1994	" " "
Toilets in employee bathroom do not meet minimum height requirements.	UFAS 4.16.3	Raise one toilet so that seat meets minimum height requirement of 17" - 19" to top of seat.	December 1994	\$ 300
Counter in employee bathroom do not meet minimum height requirements.	UFAS 4.19.2	Raise counter in employee bathroom to height of 30-34 inches.	December 1994	\$1650
Alarm system does not provide for visual warning. Exit signs do not flash in conjunction with audio warning.	UFAS 4.28.3	Install visual warning system and wire exit signs to flash in conjunction with audio warning.	January 1995	\$4000
Counter height in employee lunch room at 36 inches.	UFAS 4.34.6.5	Lower employee lunch room counter to 34 inches; add lever handles to sink faucet.	January 1995	\$ 650

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NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Fire Station 266 13900 SW Brockman Road Beaverton, OR 97005	No designated parking stalls	UFAS 4.1.1(5a)	Create one accessible parking stall 96 inches wide with 60 inch access aisle. Post with disabled DMV sign.	October 1992	\$ 50 (In-house)
	Entry way not accessible from parking lot.	UFAS 4.14.1	Install curb cut at point of disabled parking stall.	October 1992	\$ 150 (In-house)
	Pull weight on door too heavy.	UFAS 4.13.11	Adjust pull weight on front door to 5 lbf.	November 1992	No Cost (In-house)
	Front door has knob hardware.	UFAS 4.13.9	Change front door hardware from knob to lever.	November 1992	\$ 200
	Emergency phone and door bell do not have braille overlay for visually impaired.		Post large print/braille signage over emergency phone and door bell.	February 1993	Signage Project
	Emergency phone box and doorbell too high.		Lower emergency phone box and doorbell to 54 inches.	May 1993	\$ 200
	Front reception desk too high for wheelchair usage	UFAS 4.34.6.4	Lower either all or portion of front reception counter to maximum height of 34 inches above floor. If portion lowered then it must be at least 30 inches wide.	January 1995	\$ 750
	Restroom not accessible	UFAS 4.16, 17, 18, 19	Remodel single bathroom to allow for clear floor space, grab bars, proper counter and mirror height, and lever faucet handles.	January 1995	\$4700
	Alarm system does not include visual warning; exit signs do not flash in conjunction with audio warning	UFAS 4.28.3	Install visual warning system and wire exit signs to flash in conjunction with audio warning.	January 1995	\$1000
	Entrance and bathroom do not have accessible signage	UFAS 4.1.1(7)	Post universal symbol at front entrance and on bathroom door.	January 1995	No Cost (In-House)
	No TDD available	UFAS 4.31	Direct TDD calls to Fire Administration.		

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NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Fire Station 267 12305 SW 5th Street Beaverton, OR 97005	No designated disabled parking stalls.	UFAS 4.1.1(5a)	Paint two accessible parking stalls 96 inches wide with 96 inch access aisle. Post with disabled parking and van accessible signs.	October 1992	\$ 300 (In-house)
	Pull weight on door exceeds 5 lbf.	UFAS 4.13.11	Adjust pull weight on front door to 5 lbf.	November 1992	No Cost (In-house)
	Emergency phone and doorbell do not have braille overlay for visually impaired.		Post large print/braille signage over emergency phone and doorbell.	February 1993	Signage Project
	Emergency phone box and doorbell too high.		Lower to accessible height of 54 inches.	May 1993	\$ 200
	Entry way not accessible from parking lot	UFAS 4.14.1	Make curb cut near designated parking stalls		\$ 150 (In-house)
	Front door hardware is a knob	UFAS 4.13.9	Change knob to lever		\$ 200
	Entrance and bathroom do not have accessible signage	UFAS 4.1.1(7)	Post universal symbol at front entrance on on bathroom door		Signage Project
	No TDD available	UFAS 4.31	Purchase and install TDD		\$ 500
	Restroom not accessible	UFAS 4.16,17 and 18, 19	Remodel single bathroom to allow for clear floor space, grab bars, proper counter height and mirror height, and lever faucet handles		\$12000
	Alarm system does not include visual warning; exit signs do not flash in conjunction with audio warning	UFAS 4.28.3	Install appropriate visual warning system; wire exit signs to flash in conjunction with audio warning		\$1500

NOTE: It is recommended this station be closed to the public as cost to bring up to standards is undue hardship
Those items listed above the dotted line will still be completed as they are in areas with public access.

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NAME AND ADDRESS OF FACILITY	NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Public Works 9600 SW Allen Boulevard Beaverton, OR 97005	Public pay phone too high. Handset does not have volume control device.	UFAS 4.31	Lower phone so coin slot no higher than 48". Install volume control device. Post sign directing to TDD in office.	GTE to install April 1992	COMPLETE
	Interior doors too heavy.	UFAS 4.13.11	Adjust interior door weight to 5 lbf	September 1992	COMPLETE
	Public coat rack bar too high.	UFAS 4.19.2	Add attachment with lower bar at 54 inches.	September 1992	\$ 25 (In-house)
	Coat hook on inside of accessible stall too high.	UFAS 4.16	Lower coat hook in disabled restroom stall to 48 inches.	September 1992	\$ 25 (In-house)
	One designated parking stall does not have access aisle.	UFAS 4.6.3	Repaint both designated parking stalls at 96 inches wide with 60 inch access aisle.	October 1992	\$ 50 (In-house)
	DMV Disabled Parking signs cite incorrect ORS.	UFAS 4.6.4	Install new DMV signs identifying correct ORS citations: ORS 811.620 and ORS 811.625	October 1992	\$ 50 (In-house)
	Soap, paper towel and feminine hygiene dispensers, and toilet seat cover holder too high.	UFAS 4.16	Lower or add new dispensers at height of 48 inches for forward reach or 54 inches for side reach.	November 1992	No Cost (In-house)
	Signage not posted correctly.	UFAS 4.30	Post accessible entrance signage at entrance. Lower restroom signs to appropriate height. Post restrooms with universal symbol.	February 1993	Signage Project
	Bathroom mirrors too high.	UFAS 4.19.6	Add or lower restroom mirrors so bottom edge is no higher than 40 inches.	March 1993	\$ 200
	Reception counter height does not provide an accessible work surface for wheelchair accessibility.	UFAS 4.34.6.4	Lower portion of counter at a maximum height of 34 inches above the floor. Lower portion must be minimum 30 inches wide.	December 1994	\$ 910
	Bathroom counters do not provide clear floor space of 30" and hot water pipes are not wrapped.	UFAS 4.19.2 & 4	Adjust restroom counter height to provide 30 inch clear floor space from floor to bottom of counter. Wrap hot water pipes.	December 1994	\$1,450
	Front entry doors provide only 28 inch clear entry space.	UFAS 4.13.5	Install new hardware on front entry to allow a 32 inch clear space while entering.	December 1994	PAUL STILL RESEARCHING

NECESSARY STRUCTURAL CHANGES (list features and how each is inaccessible)	APPLICABLE UFAS STANDARD	ACTION TO BE TAKEN	PROJECTED DATES TO COMPLETE PROJECT	PROJECTED COST TO COMPLETE
Doors to Hoffman Room provide only 27" clear entry space and have hardware that requires two motions.	UFAS 4.13.5	Install new hardware on Hoffman room doors to allow a 32 inch clear space while entering.	December 1994	PAUL STILL RESEARCHING

NAME AND ADDRESS OF CITY PROGRAM	CONTACT PERSON	DESCRIPTION OF PROGRAM ELEMENTS REQUIRING CHANGE	CORRECTIVE ACTION	ESTIMATED COMPLETION DATE
City Programs, cont.	Beth Erlendson	Pioneer Reunion: No assistive listening devices available at location event is held at.	Identify need and work with Elsie Stuhr Center regarding obtaining devices. Publish such devices available upon request in any publicity of event.	Immediate
		Yard Clean Up Day: This program is not available to any individual who does not drive, including individuals with disabilities.	Develop Action Plan	May 1, 1994
		Curbside Recycling: Service only available to individuals who can take their recycling bin to the curb.	Senior Staff Assistant to take recommendations to City Council on contracting of solid waste services.	By June 1993
		No brochures have standard paragraph identifying information available in alternative formats.	Revise brochures as they are reprinted to include paragraph about information being available in alternative formats.	On-going
		Community Gardens: Garden beds are ground level, not accessible for someone in a wheelchair or who has difficulty kneeling on the ground.	Have Eagle Scout candidate or volunteer group build two raised beds in each community garden (Westgate and Conestoga)	May 1993
		Conestoga Garden does not have an accessible paths into or around garden.	Grade a path to the raised beds	May 1993
		Promotional materials does not indicate gardens have raised beds or accessible path ways.	As soon as beds are built update promotional material so public becomes aware that raised beds are available and reserved for individuals with disabilities or are unable to kneel.	On-going